

List of T-CAAT Audit Functions with Tool Tips/Brief Descriptions

No.	Panel	Function	Tool Tips/Brief Descriptions	Type
1	Profile Info		Displays master info from Tally of company, accounting, inventory, cost centre, compliances & payroll and displays log of activities performed in the software.	P
2	Profile Info	General	Displays General & Statutory information such as: Company Info, Tally Features enabled, Security Features, System Info & License Info; Statutory, GST and other Compliance Info with option to display specific fields as specified by user.	F
3	Profile Info	Master	Displays master info from Tally for accounting, inventory, cost centre, compliances, payroll & GST with option to display specific fields as specified by user.	F
4	Profile Info	Activity Log	Displays list of functions performed with following details with option to search: Function name, Company name, Time when function was performed, Workbook Name, Worksheet Name and filepath where file is saved.	F
5	Transactions		Displays transactions of accounting based on selected criteria, ledger vouchers, cash and bank transactions, inventory, cost centre and also consolidate transactions of selected ledgers for single/multiple companies as required.	P
6	Transactions	Daybook	Displays Daybook transactions for all/ specific ledgers as per conditions with option to save as XML/Read XML of daybook and extract month-wise summary.	F
7	Transactions	Ledger Vchrs	Displays voucher transactions for all/ specific ledgers as per conditions and/ or month-wise. Enables extract from Tally to MS Excel all the transaction details for specified period with grand total, corresponding ledger names displayed in multiple columns.	F
8	Transactions	Cash & Bank	Displays Cash or Bank or Cash & Bank Transactions as selected for active/selected period.	F
9	Transactions	Inventory	Displays inventory related transactions for all/ specific ledgers as per conditions and/ or month-wise.	F
10	Transactions	Cost Centre	Displays cost centre related transactions from the daybook.	F
11	Transactions	Cons. Ledgers	Extracts Transactions (Daybook Vouchers/Ledger Vouchers) of Multiple Ledgers from one/multiple companies (opened) for Active Fin. Year for the same period for all/selected companies and displays results with option to append/consolidate ledgers, display parent/primary group with option to display in separate worksheets for each ledger.	F

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12	Trial Balance		Extract various types of reports of Trial Balance based on ledger with groups, period-wise and for multiple companies with option to append/consolidate for selected companies.	P
13	Trial Balance	Ledgers/Groups	Displays Trial Balance (for Active Fin. Year or Custom Period), summary of transactions as per ledger with related groups with options to select OB, CB, Transactions, etc and option to save as XML and read saved XML TB file as Excel.	F
14	Trial Balance	Period-wise	Displays group/ ledger wise Trial Balance (for Active Fin. Year or Custom Period) with options for breakup for yearly, half-yearly, quarterly and monthly.	F
15	Trial Balance	Mult. Companies	Displays Trial balance (for Active Fin. Year or Custom Period) for selected companies with ledgers, groups, ledgers & groups (Opening Balances, Transactions, Closing balances) with option to append or consolidate.	F
16	Query-Ledgers		Extract various master reports relating to list of ledgers, expense ledgers and GST related ledgers.	P
17	Query-Ledgers	All	Displays list of ledgers from the Accounts Master with filters based on opening balance, closing balance, on account values, etc with option to display specific fields as specified by user.	F
18	Query-Ledgers	Expense	Displays expense ledgers (direct & indirect) with related summary information with option to display specific fields as specified by user.	F
19	Query-Ledgers	GST	Displays all GST-related ledgers with parent and primary group with OB/CB with option to display specific fields as specified by user.	F
20	Registers		Displays information from Registers of Sales, Purchase, Contra, Journal, Receipt and Payment.	P
21	Registers	Sales	Combined the Vouchers, Extract and Columnar option into single function to Extract sales registers related reports based on vouchers, extract or columnar.	F
22	Registers	Purchase	Combined the Vouchers, Extract and Columnar option into single function to Extract purchase registers related reports based on vouchers, extract or columnar.	F
23	Registers	Contra	Displays Contra Registers in detailed or summary or columnar format with the selected options.	F
24	Registers	Journal	Displays Journal in columnar format with the selected options.	F
25	Registers	Payment	Displays Receipt Registers in detailed or summary or columnar format with the selected options.	F
26	Registers	Receipt	Displays Payment Registers in detailed or summary or columnar format with the selected options.	F

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27	Ledger Scrutiny Reports		Displays various types of ledger scrutiny reports (Selected/All) automatically from Tally by applying specific rules/conditions grouped under Summaries, Compliances, Exceptions, Contra Balances, Cash Transactions, MIS Details and Generate From All.	P
28	Ledger Scrutiny Reports	Summaries	Displays various types of summary reports in two tabs of Ledger and Monthly with option to display sparklines in monthly summaries.	F
29	Ledger Scrutiny Reports	Compliances	Displays list of ledgers (pertaining to compliances) with option to display details of vouchers/ledgers/daily breakup.	F
30	Ledger Scrutiny Reports	Exceptions	Displays list of ledgers which are exceptions, with option to display details of vouchers/ledgers/daily breakup.	F
31	Ledger Scrutiny Reports	Contra Bal.	Displays list of ledgers (under various groups) which have contra balances with option to display details of vouchers/ledgers/daily breakup. for each of the ledgers as applicable.	F
32	Ledger Scrutiny Reports	Cash Trans.	Displays list of cash ledgers and cash transactions of various types and conditions as selected.	F
33	Ledger Scrutiny Reports	MIS Details	Displays list of ledgers with useful MIS reports, with option to display details of vouchers/ledgers/daily breakup.	F
34	Ledger Scrutiny Reports	Generate From All	Generates all the reports automatically in separate workbooks for each of the menus for all the selected options.	F
35	Analyse		Provides options to extract daily breakup for selected ledgers, compute ratios and relative size factor for each of the ledgers.	P
36	Analyse	Dly Breakup	Extract and display daily breakup of nett transaction/closing balances for selected ledger(s)/Stock Item(s) for the specified period.	F
37	Analyse	Ratios	Displays Ratio Analysis report for selected period(s) such as yearly, half-yearly, quarterly or monthly.	F
38	Analyse	RSF	Displays relative size factor for each of the ledgers computed on transactions of selected period.	F
39	Validate		Validate patterns of standard regulatory numbers such as PAN, TAN and Aadhar and re-organise transaction data from columns to rows for analysis.	P
40	Validate	Patterns	Finds variances in patterns of standard formats such as PAN, TAN, GSTIN, Aadhar numbers and user specified criteria.	F
41	Validate	GSTIN	Displays whether selected single GSTIN or multiple GSTIN as per selected column is valid/invalid and provides specific category of assessee.	F
42	Validate	Filter&Extract	Displays not just rows but the complete voucher details for the specified ledger/field and combination of selected common field(s).	F